

**COVINGTON TOWNSHIP BOARD OF SUPERVISORS
WORK SESSION
TUESDAY, NOVEMBER 24, 2020 7:00 PM**

The Covington Township Board of Supervisors held its Work Session on Tuesday, November 24, 2020 at 7:00 p.m., via Zoom.

There were present: Thomas M. Yerke, Chairman; John Brostoski, Vice-Chairman; Melissa Kearney, Supervisor; Marshall Peirce, Supervisor; Joseph Setta, Supervisor; Douglas A. Hein, Secretary / Treasurer and Joel M. Wolff, Esquire.

- 1. CALL TO ORDER / PLEDGE OF ALLEGIANCE:** *Chairman Yerke called the meeting to order at 7:00 pm and did not hold the Pledge of Allegiance because there was no flag available.*
- 2. AGENDA:** *The agenda was accepted as presented.*
- 3. ANNOUNCEMENT:** *Chairman Yerke stated Executive Sessions were held Tuesday November 10, 2020 at 5:00 pm for personnel and at 5:30 pm for legal issues.*
- 4. PUBLIC COMMENT:** *There was no public comment.*
- 5. MINUTES:** *Mr. Hein stated the draft November 3, 2020 Regular Meeting minutes and Draft November 10, 2020 Budget Meeting minutes were for the Board's review. He asked for revisions to be emailed to him before next week's meeting.*

Supervisor Kearney asked for a verbal roll call, so everyone knew who was present. Mr. Hein called roll and all members of the Board were present.

- 6. BILLS:** *The Interim Bills List was reviewed.*
- 7. TREASURER'S REPORT:** *To be presented at December 1, 2020 Regular Meeting.*
- 8. PLANNING COMMISSION:** *The report from November 18, 2020 meeting was reviewed with no comments.*
- 9. BUILDING INSPECTOR:** *No report.*
- 10. ZONING CODE ENFORCEMENT OFFICER:** *No report.*
- 11. ZONING HEARING BOARD:** *No report.*
- 12. ENGINEER:** *No report.*
- 13. DIRECTOR OF PUBLIC WORKS:**
 - a.** *Union Mill Farm water runoff—Chairman Yerke met with Dave Lamm and Mary Lou Butler; Ms. Butler has surveyed the area and will come up with plans for repairing the runoff problem. The Township will have the work done by an outside contractor and pursue Mr. Altemier for reimbursement. Supervisor Brostoski asked if there was any correspondence between the Township and Mr. Altemier; Solicitor Wolff said there was and explained how the Township will proceed legally. Supervisor Peirce asked if the Township DPW could do the road cut and other work. Mr. Yerke said he would rather have a contractor do it so the slopes, etc. would be correct.*
 - b.** *Service Request Thomas Pierre re: dead oak tree—Chairman Yerke stated there are a lot of dead oak and other trees that should be taken down by a tree contractor who knows how to avoid utility lines. Mr. Hein asked if Mr. Yerke would put together a list and then work with Mr. Hein to put a bid proposal together for the Board to review. Mr. Yerke said he would.*
 - c.** *Review Barber Ford COSTARS Ford F550 Dump Truck quote—Chairman Yerke said he got this proposal to show the cost of a new truck. Supervisor Brostoski asked if the two F550's the Township has now are diesel; Mr. Yerke said they are. Mr. Brostoski asked if the gas engine is cheaper; Mr. Yerke said it was by about \$10,000. Supervisor Peirce asked why Mr. Yerke was bringing this up now when he stated in the budget meetings that a new truck was not needed for another two years. Mr. Yerke said this was for information only and that we will not need one for another year or two.*

14. POLICE DEPT: *No report.*

15. RECREATION COMMITTEE: *No report*

16. SEWAGE ENFORCEMENT OFFICER: *No report*

17. SOLICITOR:

- a. *SADG III LIMITED PART / Rite Aid Corp 2021 real estate assessment appeal—Solicitor Wolff stated that since the assessment appeal is now with the Court of Common Pleas and the amount is so large that he recommends the Board authorizing him to enter an appearance on behalf of the Township so he is notified of any future court proceedings. He will ask for authorization at the December 1st meeting.*
- b. *Blue Ridge Cable franchise agreement—Solicitor Wolff stated the revisions he asked for have been made including a fee agreement so that it was equal to the Comcast agreement. A representative from Blue Ridge will be at the December 1st meeting to answer any questions. Mr. Hein stated he will have the agreement on the agenda for approval.*

18. ADMINISTRATIVE ACTIONS:

- a. *Update / re-do Non-Uniform Personnel Manual—Mr. Hein stated he had given the Board sample personnel manuals and asked if he could work with Solicitor Wolff to draft a new manual for the Township. He was given permission.*
- b. *Discuss opening Township office—Chairman Yerke stated he did not know what could be done with the new restrictions put in place by Gov. Wolf. Supervisor Kearney stated other township offices she has visited are open. She believes Covington should reopen because we have precautions and restrictions in place. Supervisor Brostoski agreed with Ms. Kearney and Supervisor Setta agreed with Mr. Brostoski. Mr. Yerke said he agreed but also did not agree.*
- c. *Review Township Pavilion Agreement for 2021—No action taken.*

Chairman Yerke questioned why the meeting was on Zoom because he had a hard time hearing; he asked if the December meeting could be held in the pavilion and on Zoom. Supervisor Kearney asked if the meeting could be held in the garage. Supervisor Brostoski suggested the meeting be held in the pavilion using heaters. Mr. Hein stated he would check with Solicitor Wolff and Dave Lamm as to the capacity. Supervisor Setta agreed. Solicitor Wolff said in person and Zoom could be done. Mr. Hein said he would have it put on the web and advertise if possible. All Supervisors agreed the December 1st meeting would be held in the pavilion and on Zoom.

19. NEW BUSINESS: *No new business was presented.*

20. OLD BUSINESS: *No old business was discussed.*

21. CORRESPONDENCE: *There was no correspondence.*

22. SUPERVISORS COMMENTS: *Chairman Yerke said there was a misunderstanding regarding correspondence on laptops for the Supervisors. He had asked Mr. Hein to look into obtaining laptops for the Supervisors to use for remote meetings because he had been told Spring Brook Township had received a grant for theirs. Mr. Hein explained Spring Brook had applied for funding from Lackawanna County through COVID funds and that is how their laptops were free; Covington had already applied for COVID expense reimbursement for other things. Supervisor Kearney asked that the following items be added to the December 1st agenda: cameras for the Municipal campus, website proposals (Mr. Hein stated representatives would be joining on Zoom), advertising for the budget and CPA, hiring new Roadmaster and the Land Bank (Mr. Hein said that was on the agenda for approval; he had received a call from Ralph Pappas stating the NPSD signed the agreement. Solicitor Wolff stated the Township had a copy of the signed agreement). Chairman Yerke stated they are hiring for DPW Director, not Roadmaster, which allows the person to deal with buildings and grounds as well as the roads. Supervisor Kearney asked for the new Director to attend the December meeting and asked for an Executive Session for all the Supervisors to meet him. Supervisor Setta stated the new hire was told during his interview that he was required to attend the monthly meetings.*

23. PUBLIC COMMENT: *Roz Davis asked if there was Wi-Fi in the pavilion for the Zoom meeting; Chairman Yerke said there was. She stated with the new mandates from the Governor, the Township still has no COVID plan and*

asked why telework was not being mandated by the Township. Mr. Hein stated in previous orders from the Governor, townships were exempted and that PSATS was looking into the new requirements. Ms. Davis thanked Township resident Mr. Ron Legg for helping to move a tree off a road and thanked Township employees Tom Hall and John Bauman for cutting it up.

10. ADJOURNMENT: *ON MOTION duly made (Setta), seconded (Kearney), and carried 5-0 to adjourn at 7:37 pm.*

*Respectfully submitted,
Douglas A. Hein, Secretary*

APPROVED: